

**WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE**

*Division of Environmental Health*

*1320 Pewaukee Road, Room 260, Waukesha, WI 53188-3868*

**APPLICATION FOR MOBILE RETAIL FOOD FACILITY**

*Instructions: Please answer all of the following questions and send it to the above address with you remittance payable to WAUKESHA COUNTY. Do not send currency. **Please Print.***

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1. *Name of Operator of Business (List all partners; If corporation, give corporation name and registered agent.)*

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2. *Mailing Address (Street No. and Name, Post Office and Zip Code):*

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3. *Name of Business:*

*Telephone Number*

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4. *Location of Business (Street No. and Name, City, Village, Town):*

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5. *Type of Business-(Check appropriate brackets): **Please note License fees on reverse side of this form.***

- ( ) *Mobile Retail Food Facility/No Processing*  
( ) *Mobile Retail Food Facility/Food Processing*  
( ) *Temporary Mobile Retail Food Facility*

***“Food Processing” means the manufacturer or preparation of food for sale through the process of canning, extracting, fermenting, distilling, pickling, freezing, baking, drying, smoking, grinding, cutting, mixing, coating, stuffing, packing, bottling or packaging, or through any other treatment or preservation process. “Food processing” also includes the activities of a bakery or confectionary.***

	<b><i>License Fee</i></b>	<b><i>Pre-Licensing Inspection Fee</i></b>
<b><i>No processing</i></b>	<b><i>\$_____.</i></b>	<b><i>\$_____.</i></b>
<b><i>Food Processing</i></b>	<b><i>\$_____.</i></b>	<b><i>\$_____.</i></b>
<b><i>Temporary</i></b>	<b><i>\$_____.</i></b>	<b><i>\$_____.</i></b>

***TOTAL FEES DUE \$\_\_\_\_\_.***

6. *Mobile Restaurant Vehicle Identification (each vehicle)*

*Truck or Manufacturer*

*Model of Vehicle*

*Box No. of Vehicle*

*Truck No.*

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7. *If change of operator, provide name of former operator and name of business:*

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8. *Signature of operator or agent completing this application.*

*Name \_\_\_\_\_ Date \_\_\_\_\_*

## ***FEE SCHEDULE***

**Mobile retail food facilities not engaged in food processing operations. The annual mobile retail food facility license is based on gross annual food sales.**

<b>Gross Annual Food Sales</b>	<b>License Fee</b>	<b>Pre-licensing Inspection Fee</b>
Less than \$100,000	\$70	\$35
\$100,000 to \$250,000	\$100	\$50
More than \$250,000	\$130	\$65

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**Mobile retail food facilities engaged in processing potentially hazardous foods operations. The annual mobile retail food facility license is based on gross annual food sales of all food items sold.**

<b>Gross Annual Food Sales</b>	<b>License Fee</b>	<b>Pre-licensing Inspection Fee</b>
Less than \$1,000,000	\$190	\$95
\$1,000,000 to \$4,000,000	\$320	\$160
\$4,000,000 to \$8,000,000	\$480	\$240
More than \$8,000,000	\$680	\$340

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**Mobile retail food facility engaged in processing non-potentially hazardous foods operations. The annual retail food establishment license fee shall be:**

<b>License Fee</b>	<b>Pre-licensing Inspection Fee</b>
\$115	\$58

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**Temporary Retail Food Facility - Operates at a fixed location in conjunction with a single event such as a fair, carnival, circus, public exhibition, anniversary sale or occasional sales promotion.**

<b>License Fee</b>
\$65

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**SEND COMPLETED APPLICATION AND FEES TO:**

WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE  
1320 Pewaukee Road, Room 260  
Waukesha, WI 53188-3868

***Note:*** The license period is from July 1 through June 30 of each year. License fees are not prorated.